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12 September 1958

MEMORANDUM FOR: Executive Secretary  
National Security Council

SUBJECT : Distribution Within CIA of NSC Documents

1. The following is submitted in response to Mr. Gray's request at the 29 August Planning Board meeting. We do not employ a standard distribution list for the dissemination of NSC documents. Instead, with the exception of a small number of top personnel or secretariats who receive most NSC documents regularly, our dissemination procedures are individually tailored to insure that those Agency personnel with a need to read the particular NSC documents concerned see them. This procedure protects the security of the documents as well.

2. Within the above general policy, individual NSC papers, particularly country or area papers, are more widely distributed on the DDP side of CIA than within the other major components, in view of DDP's operational responsibilities. Most NSC papers are sent to a central point on the DDP staff, which makes further dissemination. Their analysis of DDP circulation is attached.

3. Also attached is a list of other agency officials to whom NSC documents are routed or made available on a need-to-know basis. Of this list, however, only the Director, the Deputy Director, Deputy Director for Intelligence, and his two assistants concerned with NSC matters regularly see most NSC papers. Most country and area papers are seen regularly by the Board of National Estimates, and by those substantive staff chiefs and analysts who are called upon to comment on them.

*R. W. Komer*  
R. W. KOMER  
Board Assistant *by [signature]*

Distribution:

O&I - Fwd

1 - RWK Chrono

1 - DDI (NSC)

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